

# Agenda

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## City Executive Board

Date: **Wednesday 14 November 2018**

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Time: **5.00 pm**

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Place: **The Old Library - Oxford Town Hall**

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For any further information please contact:

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Details of how City Councillors and members of the public may engage with this meeting may be found on page 7 of this agenda.

As a matter of courtesy, if you intend to record the meeting please let the Committee Services Officer know how you wish to do this before the start of the meeting.

# City Executive Board

## Membership

<b>Chair/ Leader</b>	Councillor Susan Brown	Leader of the Council, Board Member for Economic Development and Partnership
<b>Vice Chair/ Deputy Leader and Members</b>	Councillor Linda Smith	Deputy Leader (Statutory), Board Member for Leisure and Housing
	Councillor Ed Turner	Deputy Leader, Board Member for Finance and Asset Management
	Councillor Nigel Chapman	Board Member for Customer Focused Services
	Councillor Mary Clarkson	Board Member for Culture and City Centre
	Councillor Tom Hayes	Board Member for Safer, Greener, Environment
	Councillor Alex Hollingsworth	Board Member for Planning and Transport
	Councillor Mike Rowley	Board Member for Housing
	Councillor Christine Simm	Board Member for Supporting Local Communities
Councillor Louise Upton	Board Member for Healthy Oxford	

The quorum for this meeting is three, substitutes are not allowed.

Future items to be discussed by the City Executive Board can be found on the Forward Plan which is available on the Council's [website](#)

### **Copies of this agenda**

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# AGENDA

## PART ONE PUBLIC BUSINESS

Pages

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATIONS OF INTEREST**
- 3 **ADDRESSES AND QUESTIONS BY MEMBERS OF THE PUBLIC**
- 4 **COUNCILLOR ADDRESSES ON ANY ITEM FOR DECISION ON THE BOARD'S AGENDA**
- 5 **COUNCILLOR ADDRESSES ON NEIGHBOURHOOD ISSUES**
- 6 **ITEMS RAISED BY BOARD MEMBERS**
- 7 **SCRUTINY COMMITTEE REPORTS**

### No Local Connection Review Group Report

Councillor Bely-Summers, as Chair of the review group, gave a brief introduction, thanking all those Councillors, people with experience of homelessness and officers who had contributed to it. The report was dedicated to the support of some of the most vulnerable members of the community and especially women. Since austerity took hold a decade ago homelessness had increased in the UK by 169% . In Oxford there had been an increase in the number of people sleeping rough with no local connection, with 69% of all people counted in 2017 having no local connection and so no place to live. The report's 25 recommendations flowed from a strong evidence base, drawn from a wide range of sources. She hoped that implementation of its recommendations would make a tangible difference. Councillors should be providing political leadership and direction and this was an opportunity to do that.

The Chair thanked Councillor Bely-Summers, on behalf of CEB, for the work of the group and for having enabled so many to contribute to it.

Councillor Gant addressed the Board on behalf of the Scrutiny Committee as a whole. In relation to the review group's report he noted the following points among others:

- The committee had received a report from officers responding to the recommendations in advance of its meeting. It was useful (if unusual) to have received this advice but it had not been commissioned.
- The officer advice contained opinion on legal questions which differed from the legal opinion of other organisations in some respects.
- In agreeing that the report should go forward to CEB the Scrutiny committee was not taking a view on legal questions: the committee did not seek legal opinion of its own. It resolved, rather, that the proper place for those questions to be addressed was at CEB
- There was some intense and effective discussion both supporting and questioning aspects of the report, and that the resolution to adopt it to go forward to CEB was taken by a clear majority, but not unanimously.
- This was a thorough discussion around a detailed and well-evidenced report which takes a clear view on how Council should approach an issue of fundamental importance. It was a good example of Members, officers, other stakeholders and the public engaging with the Scrutiny process in a very constructive way.

Councillor Linda Smith, as portfolio holder, responded on behalf of the Board. She thanked the group for its work and, in particular, the contributions made at the meeting by Jackie and Hayley. She was pleased to be able to confirm support for the majority of the recommendations. She hoped that the changes would provide greater clarity and confidence about how the rules around Local Connection are put into practice and improve service in a number of related areas. She was proposing support for the recommendation that the council explores opportunities to extend provision which uses the 'Housing First' approach and that the Council looks at Critical Time Intervention programmes. It was important to review and adapt homelessness services continually, learning from best practice both in Oxford and further afield.

She proposed to accept the recommendation about calling on the County Council, neighbouring Councils and the Government to increase funding for homelessness services. The Council had prioritised funding in this area and successfully bid for government funding but this was time limited and assurances were needed about longer term funding.

While she agreed that the Local Connection guidelines were flawed, reform had to be made at a national level and it would be wrong to change them unilaterally: people with a connection to another authority should have their costs met by that authority; and people without a local connection have few options when it came to moving on out of the pathway which would only serve to block it.

She was not in a position to make any changes to the housing allocation at this meeting; to do so would require public consultation

and agreement of the registered social landlords with whom the Council works in partnership.

The Council's eligibility criteria for having a local connection in relation to the housing register and being eligible for council or social housing were relaxed (6 months) compared with government guidelines (two years). Any further relaxation would raise questions of fairness, thinking of the 2,100 applicants with a proven local connection currently waiting for a home.

While not all the recommendations had been accepted it was important to be clear that the Council is not content for anyone to be sleeping on the streets and it was not the case that those without a local connection were denied help. There would, for example, be 74 bed spaces available in the coming Winter for those without a local connection. Day services were also supported by the Council to provide hot meals, showers and clothes. An outreach team could provide practical assistance to help with access to accommodation, benefits or a job or to reconnect to their home area where they can access long term support.

The report and officer comments made clear that the use of exemptions is important when it comes to operation of the local connection policy. It was important not to fetter the ability of officers to be able to use their professional judgment, on a case by case basis, in making good decisions about the application of the policy.

She concluded by paying tribute to the work of the housing services team who work on rough sleeping and homelessness for the excellent work that they do.

In the subsequent Board discussion there was recognition that the extent of the problem was largely attributable to a number of Government policies and decisions in recent years. The Chair recognised the importance of lobbying, both locally and nationally, for adequate funding; something which already happened and would continue. The importance of not taking unilateral action as referred to above was repeated. The testimony given to the meeting gave some pause for thought, raising questions about whether the service currently provided for rough sleepers might be better in some respects. It was right that decisions about these matters should be informed by the views of those immediately affected by them. There was appreciation that homelessness was a significant contributor to poor health outcomes.

That the recommendations being taken forward were supported by a strong evidence base was welcome and all those who contributed to the report should be thanked.

#### Work Place Equalities Report and Action Plan

Councillor Gant thanked Councillor Chapman for his contribution to the

Committee's thorough debate about the report, something which had been enhanced by virtue of his previous role on Scrutiny Committee when he had challenged the adequacy of some of the data and plans to improve areas of weakness. The Committee had been pleased to note some improving trends in parallel with concerns at the levels of recruitment from members of the BAME community and women to senior positions. He thanked the Board for its agreement to the Committee's recommendations.

## 8 **WORKPLACE EQUALITIES REPORT AND ACTION PLAN**

11 - 76

**Lead Member:** Customer Focused Services (Councillor Nigel Chapman)

The Head of Business Improvement has submitted a report to seek approval for the publication of the Annual Workforce Equalities Report and the resulting Action Plan to improve the diversity of the Council's workforce and make it more representative.

**Recommendations:** That the City Executive Board resolves to

1. **Approve** the Workforce Equalities Report 2018/19;
2. **Delegate** authority to the Head of Business Improvement to publish the Workforce Equalities Report 2018/19 and to make any typographical changes as may be required before publication; and
3. **Approve** the Action Plan at Appendix 4 of this report for submission as part of the 2019/20 budget setting process.

## 9 **OXFORD NORTH**

77 - 84

**Lead Member:** Planning and Transport (Councillor Alex Hollingsworth)

The Regeneration and Economy Programme Director and Head of Planning Services have submitted a report to request an in-principle decision to use Homes England Housing Infrastructure (Marginal Viability) Funding (HIF) and CIL funds for infrastructure support at Northern Gateway/Oxford North.

**Recommendations:** That the City Executive Board resolves to:

1. **Identify** the Northern Gateway/Oxford North Housing Infrastructure Funding HIF and Community Infrastructure Levy (CIL) schemes as potential future Medium Term Financial Plan (MTFP) capital schemes with a provisional budget allocation (subject to receipt of external HIF and CIL receipts) of up to £18.85m;

**2. Delegate** authority to the Regeneration and Economy Programme Director to agree a contract with Homes England to draw down funds and secure their use/implementation in agreed infrastructure projects (subject to the £10m HIF funding to Oxford North being secured);

**3. Recommend** to Council to apply Community Infrastructure Levy receipts to the value of £ 8.85m (as generated from future strategic scale development at Northern Gateway/Oxford North) in order to fund investment in highways/transport infrastructure provision to support the delivery of the Northern Gateway strategic site allocation; and

**4. Delegate** to the Head of Planning Services authority to secure the completion of an appropriate legal agreement for this funding investment, prepared in conjunction with the Council's Monitoring and Section 151 Officers. The legal agreement to cover the specific infrastructure projects to be funded and arrangements for their procurement, delivery and adoption by the local authorities, and to be subject to the outcome of due consideration of necessary and contingent planning application(s) and associated processes.

## 10 MINUTES

85 - 90

**Recommendation:** That the City Executive Board resolves to APPROVE the minutes of the meeting held on 16 October 2018 as a true and accurate record.

## 11 DATES OF FUTURE MEETINGS

Meetings are scheduled for the following dates:

18 December 2018  
22 January 2019  
12 February 2019  
13 March 2019  
10 April 2019

All meetings start at 5pm.

## 12 MATTERS EXEMPT FROM PUBLICATION

If the Board wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Board to pass a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

The Board may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**PART TWO**  
**MATTERS EXEMPT FROM PUBLICATION**

## **DECLARING INTERESTS**

### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your\* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

### **Member's Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

\*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

## **HOW OXFORD CITY COUNCILLORS AND MEMBERS OF THE PUBLIC CAN ENGAGE AT THE CITY EXECUTIVE BOARD**

### **Addresses and questions by members of the public, (15 minutes in total)**

Members of the public can submit questions in writing about any item for decision at the meeting. Questions, stating the relevant agenda item, must be received by the Head of Law and Governance by 9.30am two clear working day before the meeting (eg for a Tuesday meeting, the deadline would be 9.30am on the Friday before). Questions can be submitted either by letter or by email ([executiveboard@oxford.gov.uk](mailto:executiveboard@oxford.gov.uk)).

Answers to the questions will be provided in writing at the meeting; supplementary questions will not be allowed. If it is not possible to provide an answer at the meeting it will be included in the minutes that are published on the Council's website within 2 working days of the meeting.

The Chair has discretion in exceptional circumstances to agree that a submitted question or related statement (dealing with matters that appear on the agenda) can be asked verbally at the meeting. In these cases, the question and/or address is limited to 3 minutes, and will be answered verbally by the Chair or another Board member or an officer of the Council. The text of any proposed address must be submitted within the same timescale as questions.

For this agenda item the Chair's decision is final.

### **Councillors speaking at meetings**

Oxford City councillors may, when the chair agrees, address the Board on an item for decision on the agenda (other than on the minutes). The member seeking to make an address must notify the Head of Law and Governance by 9.30am at least one clear working day before the meeting, stating the relevant agenda items. An address may last for no more than three minutes. If an address is made, the Board member who has political responsibility for the item for decision may respond or the Board will have regard to the points raised in reaching its decision.

### **Councillors speaking on Neighbourhood issues (10 minutes in total)**

Any City Councillor can raise local issues on behalf of communities directly with the Board. The member seeking to make an address must notify the Head of Law and Governance by 9.30am at least one clear working day before the meeting, giving outline details of the issue. Priority will be given to those members who have not already addressed the Board within the year and in the order received. Issues can only be raised once unless otherwise agreed by the Board. The Board's responsibility will be to hear the issue and respond at the meeting, if possible, or arrange a written response within 10 working days.

### **Items raised by Board members**

Such items must be submitted within the same timescale as questions and will be for discussion only and not for a Board decision. Any item which requires a decision of the Board will be the subject of a report to a future meeting of the Board